

DRAFT
Northern Virginia Hospital's Local Human Rights Committee

Meeting Date: March 27, 2013

Location: Northern Virginia Mental Health Institute [NVMHI] Meeting Room

MINUTES:

<u>Members</u>	<u>Present</u>	<u>Absent</u>
Bruce Fenchel	X	
Mladena Vucetic	X	
Mike Hovan	X	

Advocates Present –Tim Simmons, Human Rights Advocate

Providers Present

Inova Fairfax Hospital- No	Virginia Hospital Center - No
Inova CATS- No	Inova Mt. Vernon – Carol Gavin
NVMHI – Eileen Cantwell	Dominion Hospital- Don Kniffen
WBH- No	Prince William Hospital CPAT-No

Call to Order:

Mr. Fenchel called the meeting to order at 7:11 PM.

Assignment of Scribe: Don Kniffen

Introductions:

No introductions required.

Agenda: Approved at 7:12 p.m.

Approve Minutes:

The minutes from the February 27, 2013 were approved at 7:15 p.m. with typographical corrections noted.

Announcements:

Tim Simmons distributed to the providers and committee a memo from the SHRC regarding “recruitment of LHRC member”. The letter states that the LHRC is operating without a mandated member. The membership requires that the committee include consumers (received services within past 5 years). The letter further states that it is the responsibility of the providers to recruit for membership. It finally states that this LHRC has been out of compliance for over 12 months and is at risk of being consolidated. Discussion about recruitment provider obligations and due diligence occurred. Bruce Fenchel agreed to send information to providers to support recruitment efforts. The LHRC has opening for 2 consumers.

Tim Simmons provided an update on the CHRIS reporting system. He noted that a correction to last month's announcement is that private providers will be rolled out in

DRAFT

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phase III. A notice to providers will be sent from central office during May 2013. More detailed information and training dates will be provided at that time.

Tim Simmons provided two documents for providers:

- Serious injuries guidance
- FAQs regarding the CHRIS system

Public Comments:

None

Standing Reports:

- Advocate's report: None
- Affiliate Hospital Reports:
 1. NVMHI – Eileen Cantwell
 2. Inova Mt. Vernon – No report provided

Old Business:

None

New Business:

Tim Simmons provided the committee members the annual training on FOIA

Adjournment:

The meeting was adjourned at 8:50 PM.

The next LHRC meeting is Wednesday, April 24, 2013 at 7:00 PM

Provider Scribe Schedule

DRAFT
Northern Virginia Hospital's Local Human Rights Committee

2012 Schedule	Minutes Scribe	Provider Quarterly Report
Mar. 27	Inova Fairfax	Inova Fairfax NVMHI Inova Mt. Vernon
Apr. 24	WBH	WBH CATS PW Hospital
May	Dominion	Dominion Va. Hospital Center
Jun.	Inova Mt. Vernon	Inova Fairfax NVMHI Inova Mt. Vernon
Jul.	PW Hospital	WBH CATS PW Hospital
Aug.	Va. Hospital Center	Dominion Va. Hospital Center
Sep.	Inova Fairfax	Inova Fairfax NVMHI Inova Mt. Vernon
Oct.	CATS	WBH CATS PW Hospital

Contact List

Name	Email	Phone	Affiliation
Amy Rushton	amyrushton@dbhds.virginia.gov		NVMHI
Bruce Fenchel	bfenchel@cox.net	703-437-0519 703-874-8759	NVH LHRC Chairperson
Carol Gavin	Carol.Gavin@inova.org	703-664-7138	IMV
Carrie Hartung	chartung@virginiahospitalcenter.com	703-558-6444	VHC
Cindy Greenspan	cindy@dbls.com	571-238-6472	NVH-LHRC
Don Kniffen	Donald.Kniffen@hcahealthcare.com		Dominion
Eileen Cantwell	Eileen.Cantwell@dbhds.virginia.gov	703-207-7412	NVMHI
Elizabeth Fischer Naghi	Elizabeth.Naghi@vopa.virginia.gov		VOPA
Husam Alathari	alathari@aol.com	703-492-2925	WBH
Jenny Heilborn	Jenny.Heilborn@vopa.virginia.gov		VOPA
Joy Harnage	joy.harnage@inova.org	703-776-7787	Inova CATS
Judy Lee	judylee1122@gmail.com		WBH
Kent Alford	kentalford@novanthealth.org	571-237-9042	PWH
Marcia Ring	Mring@virginiahospitalcenter.com	802-258-0393	VHC
Marina Caro	Marina.Caro@vopa.virginia.gov		VOPA
Mike Hovan	Mhovan1541@aol.com	540-3498964	NVH-LHRC
Mladena Vucetic	mvucetic@fairfaxcounty.gov	703-938-6235	NVH-LHRC

DRAFT
Northern Virginia Hospital's Local Human Rights Committee

Name	Email	Phone	Affiliation
Sally Draper	Sally.Draper@inova.org	703-776-3650	IFH
Shannon Gilmer	Shannon.gilmer@novahealth.org	703-369-8464	PWH
Sonya King	SAKing@novanthealth.org		
Tom Barrett	thomas.barrett@inova.org	703-776-4777	Inova CATS